



Grants for Apprentices

Apprentices are important to our industry and they can help you to boost your bottom line. We provide a structured apprenticeship programme so that your apprentices can quickly become an important part of your team.

Grants available and how to claim:

A02	1st year attendance/incentive paid in four quarterly instalments of £428.75.	£1,715
A03	2nd year attendance/incentive paid in four quarterly instalments of £352.50.	£1,410
A31	VQ Level 2 achievement.	£275
A04	Framework achievement.	£1,800
Total grant payable for two years		£5,200
A05	3rd year attendance paid in four quarterly instalments of £218.75.	£875
A32	VQ Level 3 achievement.	£275
A06	Advanced framework achievement.	£2,650
Total grant payable for three years		£9,000

How to claim:

YOU MUST MEET CERTAIN DEADLINES TO RECEIVE FULL GRANT SUPPORT



Training and Development Plan

We support training for construction related courses and training in other subjects such as computing and administration. A Training and Development Plan can help you develop skills in your team and improve efficiency.

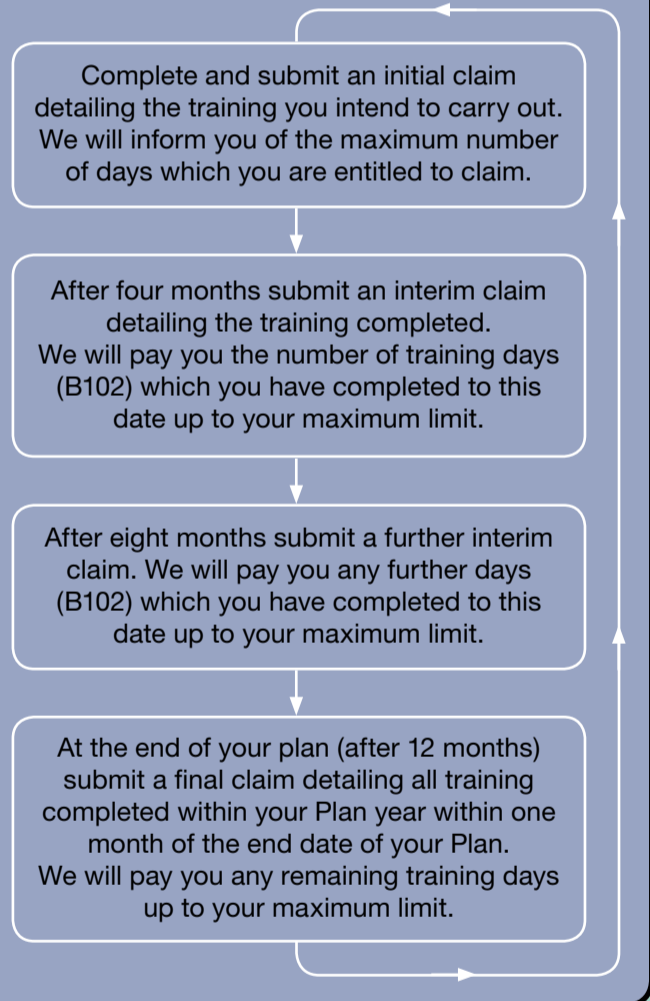
Grants available and how to claim:

B102 Attendance grant of £17.50 per day training sessions must be a minimum of 3 hours – shorter sessions cannot be amalgamated for grant claiming purposes.

A maximum number of days will be payable – this will be based on 3 days per PAYE employee on your 2010 Levy Return and an additional 3 days per named Labour-only sub-contractor.

How to claim:

YOU MUST MEET CERTAIN DEADLINES TO RECEIVE FULL GRANT SUPPORT



Technical, Management and Professional

Supporting the career development of your team can help you to keep a motivated workforce. Investing in technical, managerial and professional skills will help you to take on a more diverse range of contracts.

Grants available and how to claim:

A09 Technical and Professional attendance on approved off-the-job, construction-related training courses such as BTEC, part-time degrees and post-graduate diplomas.
£25 per day (£17.50 attendance plus an additional £7.50 attendance incentive) up to a maximum of £875 per year.

Complete a GC1 claim form and send to us by 31st October 2011.

A25 Technical and Professional achievement of approved qualifications such as construction-related BTEC, degrees and post-graduate diplomas.
£275 for each achievement.

Complete a GC1 claim form on achievement and send to us by 31st October 2011.

A33 VQ Level 4&5 Achievement*.
£275 for each achievement.

Complete a GC1 claim form on achievement and send to us by 31st October 2011.

A29 Site Safety Plus – attendance on approved courses at an approved centre.
£17.50 for each day attended.

You will receive a claim form. You must sign this and send it back to us by 31st October 2011. If you do not receive a claim form you MUST claim manually within the deadlines.

A19 Construction related, planned work experience, lasting 4 or more consecutive weeks, which forms an essential part of a construction-related technical or professional course.
£25 per day (£17.50 attendance plus an additional £7.50 attendance incentive) up to a maximum of £6,000 per year (48 weeks attendance).

Complete a GC2 and send to us by 31st October 2011.

*a maximum of two VQ grants will be paid per level of VQ, per person, per lifetime.



Card your Plant team

The Construction Plant Competence Scheme (CPCS) Card acts like a 'Licence to Operate'. It shows your clients that your employees are competent and that you are committed to training.

Grants available and how to claim:

Attendance grants:

Training and Development Plan

training of 3 hours or more for all operative training and approved tester/trainer courses.
£17.50 per day.

Contact your local ConstructionSkills office for details of how to claim.

Short Duration off-the-job training

training of at least 6 hours for all operative training and approved tester/trainer courses.
£17.50 per day.

Complete a GC3/1 claim form on completion of the training and submit before 31st October 2011.

Achievement grants:

A42 CPCS Theory Test**
grant for passing theory element of CPCS Technical Test.
£60 for each category.

A43 CPCS Practical Test**
grant for passing practical element of CPCS Technical Test.
£410/£240/£190 depending on the category of plant.

Provide CITB-ConstructionSkills Levy & Grant registration number at time of training and a claim form will be sent to you. If you do not receive a claim form you **MUST** claim manually within the deadlines.

****max of 2 grants per individual, per year.**

VQ Level 2 Achievement

achievement paid once only for a VQ in plant operations, slinger signaller, road rail, demolition operations or piling operations.
£275 on achievement.

You will receive a claim form. You must sign this and send it back to us by 31st October 2011. If you do not receive a claim form you **MUST** claim manually within the deadlines.

Qualify your workforce

Making sure that your workforce has the latest skills could make your business more competitive and help you to retain skilled workers.

Grants available and how to claim:

A08	Craft Non Apprenticeship Package	
	Level 2 attendance	£875
	VQ level 2 achievement*	£275
	Level 2 completion incentive	£2,000
	Level 3 attendance	£875
	VQ Level 3 achievement*	£275
	Level 3 completion incentive	£1,100

How to claim:

Complete a claim form including the training agreement and submit to ConstructionSkills as soon as possible.

Attendance grant is paid quarterly (every 13 weeks). You will be sent a claim form. You must sign this and send it back by 31st October 2011.

VQ achievement grant and the completion incentive will be paid on achievement. You will be sent a claim form. You must sign this and send it back by 31st October 2011.

If you do not receive a claim form for any of the above you **MUST** claim manually within the deadlines.

VQ Level 2 & 3 Achievement*

Achievement of construction and non-construction related qualifications through off-the-job training, OSAT & EWPA.

£275 on achievement.

You will receive a claim form. You must sign this and send it back to us by 31st October 2011. If you do not receive a claim form you **MUST** claim manually within the deadlines.

***a maximum of two VQ grants will be paid per level of VQ, per person, per lifetime.**

Short Duration off-the-job training

Short Duration training grants can be claimed for courses in construction related occupations. Such courses can provide important training to boost your business.

Grants available and how to claim:

B201 Courses which are directly related to the construction industry – 6 hours minimum per training day, normal working hours only.
£17.50 per day per person.

A maximum number of days will be payable – this will be based on 3 days per PAYE employee on your 2010 Levy Return, up to a total maximum value of £2,500 per year.

Submit a GC3/1 claim form on completion of the training by 31st October 2011.